



Common Council Meeting Minutes
Tuesday, October 5, 2021, at 6:30 p.m.
Chilton City Hall – Council Chambers – Lower Level
42 School St., Chilton, WI 53014

Pursuant to Section 19.84(2) and (3) of the Wisconsin State Statutes, notice is hereby given to the public, to the Tri-County News, the official newspaper of Chilton, and to those news media who have filed a written request for this notice that a meeting of the above-referenced was held at the date, time and location listed above.

This meeting was conducted both in the Council Chambers at City Hall and via remote conferencing due to a State of Emergency and federal, state, and local guidance on gatherings. Members of the public may join meeting through a Zoom link or call +1 312 626 6799 US (Chicago), Meeting ID: 970 4854 9352, Password: 434719.

Notice is hereby given that a majority of the Common Council of the City of Chilton, or a standing committee of that body were present at this meeting to gather information about the subject matter which they have decision making responsibility.

The above governmental body met to discuss and possibly act on the following agenda items as set forth below:

The regular meeting of the Chilton Common Council held at the Chilton City Hall was called to order at 6:30 p.m. by Mayor Tom Reinl.

ROLL CALL:

Council members Andrew Deehr, Ron Gruett, Peggy Loose, Joe Schoenborn, Jon Kragh, Jeff Moehn, and Robbie Seipel were present at roll call. Kathy Schmitzer was absent and excused.

Other city officials present were Mayor Tom Reinl, City Administrator David DeTroye, DPW Chris Marx, Fire Chief Ben Schoenborn, Chief of Police Craig Plehn, and Attorney Derek McDermott.

Also, in attendance Rick Jaeckels, Dan & Linda DeTroye, Betty Schilling, Pat Rowland, Tom & Linda Cullen, Michael Barany, Leon Wagner, and two others.

Those in attendance recited the Pledge of Allegiance.

AGENDA: Motion by Loose, seconded by Deehr and carried by unanimous voice vote to approve the Common Council Agenda for October 5, 2021, as presented.

REPORT OF OFFICERS:

MAYOR - Thomas Reinl –

- No changes with COVID protocol
- ATV/UTV survey now complete and members of the council were given the results. Topic will be moving on to additional committees for further discussion.
- Lake District sub-committee met and was given a presentation on the lake management planning process from Tim Hoyman of Onterra. It will be a slow process but needed for future work on the watershed as well as grant opportunities.

CITY ADMINISTRATOR - David DeTroye –

- ATV/UTV Survey results were distributed to Department Heads and Council members. The city still has a lot of research to do regarding, but we need to look at next steps.
- Redistricting for the city was completed with the help of the county. There will be a formal review and approval at the October 19, 2021, Council meeting.
- GFL started garbage and recycling collection today. There were no calls at City Hall due to missed pick-up. Plan to re-can the city has been worked out with GFL, but date is not yet available.

- SC-Swidorski project added two additional housing units to their project. The new total is 102 units and they have been given addresses. The addresses are 1100 -1140 South Irish Road.

DIRECTOR OF PUBLIC WORKS – Chris Marx –

- 6 trees will be planted this fall as part of the memorial tree program.
- Dam repairs to begin on October 8th.
- Leaf collection will start on October 18th and run through Thanksgiving weather permitting.
- Tim Keuler attending the state convention for WWTP operators – Continuing education credits.
- Valve turning and fire hydrant flushing will continue in the coming weeks.
- Milling and paving will be next week on Court Street.

Minutes: Motion by Gruett, seconded by Moehn, and carried by unanimous voice vote to approve the minutes of the council meeting held on September 21, 2021.

Operator Licenses: Motion by Deehr, seconded by Seipel and carried by unanimous voice vote to approve the operator's licenses for Rachael King.

September Financial Statement: No motion made as a page of the report was omitted from the packet. Approval will be made on the October 19th, 2021, meeting.

Quarterly (Q3) Financial Statements – Mayor Reinl made comment on a few of the major items within the financial statements in the third quarter.

Payment of Bills: Motion by Deehr, seconded by Gruett to pay all bills.

Roll Call Vote: Deehr, Gruett, Moehn, Schoenborn, Loose, Kragh, and Seipel all cast Aye votes. 7 – 0 motion carried.

Audience Participation:

- Tom Cullen – 521 Park Street – opposes the proposed wheel tax and garbage can costs. Would rather see fees imposed for specific projects and not for blanket coverage.
- Mike Barany – 122 Heimann Street – Opposes wheel tax and asked if funds could be sought for road repairs from the county instead of taxpayers.
- Linda DeTroye – 810 Vogt Lane – asked general questions to gain clarification on the wheel tax.

Mayor Reinl went on to better explain the wheel tax process and how the proceeds would be spent within the city.

Old Business:

1. Resolution # 1867 - Formal approval by resolution is needed to enroll the city of Chilton into the Wisconsin length of service awards program (LOSA). Approval was given at the September 21, 2021, meeting. Motion by Deehr, seconded by Schoenborn to approve Resolution # 1867 – Enrollment in the Wisconsin Length of Service Awards Program. Roll Call Vote – Deehr, Loose, Seipel, Moehn, Gruett, Schoenborn, and Kragh all cast aye votes. 7 – 0 Motion carried.
2. Ordinance # 1186 – Ordinance #1186 needs approval to amend ordinance # 1181 to allow for the naming of the green space adjacent the city parking lots and picnic shelters between West Main and School Street. Motion by Deehr, seconded by Moehn to approve Ordinance # 1187 renaming the green space adjacent the city parking lots and picnic shelters between West Main and School Street as the Bechlem Family Mural Park. Roll Call Vote – Deehr, Loose, Seipel, Moehn, Gruett, Schoenborn, and Kragh all cast aye votes. 7 – 0 Motion carried.
3. Ordinance # 1187 – Municipal Wheel Tax Enrollment – Formal approval by ordinance is needed to enroll the city of Chilton into the Wisconsin Department of Transportation Wheel Tax Program. Approval was given at the September 21, 2021, meeting. Council member Gruett went on to comment and justified his yes vote by saying that the city has a lot of expensive road repairs recently completed and more on the way. This fee will help cover the costs. Attorney McDermott commented by saying it is not appropriate to ask why other local municipalities do not have this program, as Chilton and the financials of

the city differ from all the others. Chilton also offers other amenities that other cities do not. Motion by Loose, seconded by Schoenborn to approve ordinance # 1187 – approving municipal wheel tax enrollment by the city of Chilton. Roll Call Vote – Loose, Schoenborn, Kragh, Gruett, and Moehn cast aye votes. Deehr and Seipel cast nay votes. 5 – 2 motion carried.

New Business:

1. Resolution # 1869 – Reimbursing Expenditures from Proceeds of Borrowing – With future borrowing for projects in TID 6, the city needs to declare reimbursement for \$271,000 worth of expenditures they paid out of the general fund for past TID expenditures. The process needs to be done by Resolution. Motion by Loose, seconded by Deehr to approve Resolution # 1869 and wave the reading. Roll Call Vote – Deehr, Loose, Seipel, Moehn, Gruett, Schoenborn, and Kragh all cast aye votes. 7 – 0 Motion carried.
2. Special Event Application – Chilton Chamber of Commerce Parade of Lights – Council permission needed for the event which was approved by the Administrator, Director of Public Works, and Chief of Police. Motion by Loose, seconded by Moehn and carried by unanimous voice vote to approve the special event permit for the Chilton Chamber of Commerce for the Parade of Lights.
3. Consent to Assignment of Badger Towers LLC Ground Lease – Badger Towers is selling to Cloud One. City consent is needed for the transfer of ownership as well as the second amendment to the lease agreement. Motion by Deehr, seconded by Seipel to give consent of the change in ownership from Badger Tower to Cloud One as well as approving the second amendment to the lease agreement. Roll Call Vote – Deehr, Loose, Seipel, Moehn, Gruett, Schoenborn, and Kragh all cast aye votes. 7 – 0 Motion carried.

Report of Committees:

Public Works Committee – Joe Schoenborn Chairperson

1. State Street Dam Inspection Report – Chairperson Schoenborn and DPW Marx informed the council that McMahon and Associates completed the State Street dam assessment and found five items that needed addressing or repair. Public works crews can remedy four of the problems. A portion of the dam is settling and needs to be lifted or mud jacked. Marx was only able to receive one quote with two options. McMahon recommended a concrete slurry fill of the damaged area. Funds would be taken from the Chilton Lake District. Motion by Deehr, seconded by Schoenborn to approve the committee recommendation to approve \$1,750 for repairs to the State Street Dam to Raise Rite Concrete Repair with funds taken from the Chilton Lake District account. Roll Call Vote – Deehr, Loose, Seipel, Moehn, Gruett, Schoenborn, and Kragh all cast aye votes. 7 – 0 Motion carried.
2. Proposals for WWTP Sewer Rate Study & Clean Water Fund Application – Chairperson Schoenborn and DPW Marx informed the council that a sewer rate study had not been conducted in the city in a long time. The study allows sewer rates to be adjusted and or the option to apply for funding through the clean water fund. The city is potentially looking at upgrades to the waste-water treatment plant that would necessitate funding. Strand & Associates has been the engineering firm conducting most of evaluations of the plant and it is fitting they continue with this study as well. The cost of the rate study and application for funds would be \$26,000. Motion by Gruett, seconded by Deehr to approve the committee recommendation to approve \$26,000 to Strand and Associates for the rate study and Clean Water Fund application. Funds would be taken from the water and sewer utility. Roll Call Vote – Deehr, Loose, Seipel, Moehn, Gruett, Schoenborn, and Kragh all cast aye votes. 7 – 0 Motion carried.
3. Wastewater Lift Station Evaluation Proposal – Schoenborn informed the council that DPW Marx received two proposals to evaluate lift-stations through-out the city. Some of the stations have had issues and this study would gauge capacities and conditions. The quotes were not comparable and were distant in price. Marx went on to explain that McMahon did supply the city with a second more comparable quote, but he still recommended the first quote from McMahon for \$6,900 to get the work started on two of the stations which needed more attention. Future work on the other lift station could be completed later. Motion by Moehn, seconded by Loose to approve the committee recommendation to approve \$6,900 in funds from the water and sewer account to McMahon Engineering for the lift station evaluations. Roll Call Vote – Deehr, Loose, Seipel, Moehn, Gruett, Schoenborn, and Kragh all cast aye votes. 7 – 0 Motion carried.

4. Residential Sidewalk Concerns – No discussion or action was taken on this topic at this time.
5. Pace – City Hall Fire Inspections & Repair listings - Pace conducts quarterly, annual, and five-year fire inspections at city hall. After the last quarterly inspection, the service technician informed DPW Marx that the city hall facility is due for the five-year inspection. The inspection includes gauge replacement, pipe inspection, valve maintenance, hydrostatic pressure testing, and replacement of sprinklers as needed. Motion by Schoenborn, seconded by Deehr to approve the committee recommendation to approve \$2,500 to Pace for the five-year maintenance agreement and inspection. Funds would come from the City Hall Maintenance account. Roll Call Vote – Deehr, Loose, Seipel, Moehn, Gruett, Schoenborn, and Kragh all cast aye votes. 7 – 0 Motion carried.
6. Main Street Bridge (Library) Insulation - DPW Marx received three quotes (2 adequate) for replacing the insulation under the Main Street Main Street bridge near the library. Funds for the project would come from the water and sewer department. Motion by Deehr, seconded by Schoenborn to approve the committee recommendation to approve the quote from Express Insulation for \$5,300 for insulating pipes under the main Street bridge with funds taken from the water and sewer department. Roll Call Vote – Deehr, Loose, Seipel, Moehn, Gruett, Schoenborn, and Kragh all cast aye votes. 7 – 0 Motion carried.
7. Emergency Warning Sirens Maintenance Agreement - Two quotes were received for annual maintenance of the emergency sirens in the city. A preventative maintenance program has never been conducted on the sirens. DPW Marx recommended the Emergency Communication Systems for the work as they had the low quote but also installed the units. Motion by Deehr, seconded by Loose to approve the committee recommendation to approve the quote from Emergency Communication Systems in the amount of \$826.00. Funds for the project would come from the Civil Defense account and this project has been budgeted for in the 2022 budget proposal. Roll Call Vote – Deehr, Loose, Seipel, Moehn, Gruett, Schoenborn, and Kragh all cast aye votes. 7 – 0 Motion carried.
8. 2022 Cemetery Maintenance Proposals - DPW Marx received three quotes for Hillside Cemetery Maintenance. The quotes ranged from \$10,000 - \$30,000. Discussion ensued on the low bid as it was received from a high school student who would conduct the work on nights and weekends. Marx commented on the size of the cemetery (7.5 acres) and the scope of the work to be performed. Multiple members of the council commended the intent of the youth but elected to maintain the current service provider. Motion by Gruett, seconded by Deehr to approve the committee recommendation to approve the quote from Gary's Lawn Service for Hillside Cemetery Service in the amount of \$18,000. The expenditure is a 2022 budget item. Roll Call Vote – Deehr, Loose, Seipel, Moehn, Gruett, and Schoenborn all cast aye votes. Kragh abstained. 6 – 0 Motion carried.
9. 2022 Annual Regulatory Safety Services - DPW Marx explained to the council the work Fehr Graham does annually to review and manage the safety programs for the city. It includes bloodborne pathogens, hearing tests, confined space, hazardous energy and communications, personal protective equipment, and excavation and street openings. Fehr Graham has been providing these services to the city for an extended period. Costs for the program are currently \$2660. Proposed costs for 2022 would be \$3,100 and the city has an option on a three-year price hold if they contract for that period. Management and review of the programs is required by the state. Funds would be taken from the water and sewer utility. Motion by Deehr, seconded by Loose to approve the committee recommendation to approve the quote from Fehr Graham for \$3,100 and contract for the three-year period to hold the price. Funds would come from the water and sewer utility. Roll Call Vote – Deehr, Loose, Seipel, Moehn, Gruett, Schoenborn, and Kragh all cast aye votes. 7 – 0 Motion carried.

Communication:

1. Chilton Athletic Club Annual Report was reviewed.
2. Staff Meeting Minutes – 9/28/2021 were distributed to council.
3. September Building Permit Summary was reviewed by Mayor Reinl.
4. Letter from Thomas Cullen for reference as it was addressed earlier in public comment.

Adjournment: Motion by Loose, seconded by Deehr to adjourn at 7:26pm.
Unanimous voice vote and carried to approve.

Meeting Minutes Prepared by:
David DeTroye
City Administrator/Clerk/Treasurer